

CRAVEN COUNTY, NORTH CAROLINA

Employment Vacancy Posting

POSITION: Social Worker III (267-3)
LOCATION: Craven County Department of Social Services
HIRING RANGE: \$41,777 - \$43,779
JOB TYPE: Full-Time/Permanent/Non-Exempt
POSTING DATE: September 15, 2015
DATE AVAILABLE: October 3, 2015
CLOSING DATE: September 25, 2015

PRIMARY PURPOSE OF POSITION

The primary purpose of this position is the routine monitoring of adult care homes to ensure compliance with applicable rules, regulations, and laws, and the investigation of complaints regarding resident care or operations of the homes. The goal of this position is to foster a protective environment served by the adult care home industry.

ESSENTIAL JOB FUNCTIONS

The Adult Home Specialist (AHS) assures that various types of adult care homes operate within the applicable rules, regulations and laws through an ongoing planning and monitoring process with the goal of assuring safe and quality care for the residents of these homes. Responsibilities include monitoring of adult care homes, mentoring of an adult day care/health center, provision of technical assistance, issuance of corrective actions and/or recommendation for negative licensure actions.

The Adult Home Specialist position is a complex position due to dramatic changes in the characteristics of residents in adult care homes, changes in licensure rules governing health and medical care, and procedures for carrying out the supervision of homes, the depth of knowledge required to oversee and monitor adult care homes, and the complexity of the regulatory process.

MINIMUM EDUCATION AND EXPERIENCE

Master's degree in social work from an accredited school of social work; Bachelor's degree in social work from an accredited school of social work and one year directly related experience; Master's degree in a human services field and one year of directly related experience; Bachelor's degree in a human services field from an accredited college or university and two years directly related experience; Bachelor's degree from an accredited college or university and three years of directly related experience. Long term care or regulatory experience in human services, or experience in working with elderly and disabled individuals preferred.

ADDITIONAL JOB FUNCTIONS

Shelter management in times of emergency situations. Management of the Special Needs Registry. The AHS is required to work after-hours when needed.

HOW TO APPLY

Contact the Division of Employment Security for an official NC State Application (PD107) or download the application from <http://www.oshr.nc.gov/jobs/general.htm>. Applicants must be registered at www.ncworks.gov prior to submitting an application. Resumes will not be accepted unless accompanied by a completed application. Apply to Division of Employment Security, 2836 Neuse Blvd, New Bern, NC 28560. Craven County Department contact for questions is Charlene Richards at 252-636-4940.

Craven County is an Equal Opportunity Affirmative Action Employer.

